



## **INFORMATION FOR IMMIGRANT VISA APPLICANTS**

**Immigrant Visa Section, American Consulate, Mumbai**

**Website: <http://Mumbai.usconsulate.gov/>**

You have received a letter scheduling an appointment for you to come to the American Consulate, Mumbai and formally apply for an immigrant visa. All members of your family immigrating with you must appear with you for the appointment. Each person immigrating, regardless of age, requires a separate visa. If you cannot keep your visa appointment, please notify this office by telephone at 022-23637407 (2:00p.m. to 4:00p.m.), Email: [mumbaiiv@state.gov](mailto:mumbaiiv@state.gov) . **If you cannot keep your scheduled visa appointment, you will experience a lengthy delay before another appointment can be granted.**

**BEFORE COMING FOR YOUR VISA INTERVIEW YOU MUST contact the nearest VFS office along with appointment letter and pay A COURIER FEE OF Rs. 365/- for each applicant. YOU MUST pay the courier charges at a VFS office NO EARLIER THAN TEN (10) WORKING DAYS AND NO LESS THAN THREE (3) DAYS PRIOR TO YOUR INTERVIEW.**

**You need to bring in your original passports, your VFS fee receipt and your original appointment letter at the time of your visa interview at the American Consulate, Mumbai, India.**

**NO ASSURANCE THAT VISA WILL BE ISSUED:** No assurance can be given in advance that a visa will be issued on the day of interview. A consular officer can make a decision only after your visa application and all documents are reviewed, and you have been personally interviewed. You are advised not to make any travel arrangements, and not to dispose of your property or give up your job until the visa has been issued. If your visa application is refused, you will be given a refusal sheet that will indicate the basis for your refusal. If applicable, it will tell you what actions you could take to overcome the refusal. The visas are affixed inside each passport and the applicant is given a sealed envelope which should be hand carried, **UNOPENED**, to the United States and submitted to the immigration inspector at the U.S. port-of-entry. **If the sealed envelope is opened prior to arrival in the United States, the immigrant visa fee of \$400 must be paid again at the American Consulate, Mumbai and new sealed envelope will be handed over to the applicant.**

**VISA VALIDITY:** An immigrant visa is valid for a maximum period of six months from the date of issuance. You must travel and apply for admission to the United States within that six-month period. A visa may not be transferred from one person to another, or used by any person other than the one to whom issued.

**ABANDONED APPLICATIONS:** Section 203(e) of the Immigration and Nationality Act requires that an intending immigrant pursue his/her visa application within one year from the date he/she is informed that it is possible to do so. If you fail to do so within one year from the date of your interview, your application and any visa petition approved for you will be canceled.

**AGE 21 NOTICE:** If you or any other members of your family planning to immigrate is turning 21 years of age within the next three months, this may change your or family member's visa status. Under U.S. immigration law you may be considered an adult rather than a child. Please consult with the Consular Section if this will be an issue in your family's immigrant visa applications.

**SECURITY REGULATIONS** at The American Consulate, Mumbai do not permit the following items to be carried into the Consulate:

- All battery operated or electronic gadgets such as mobile phones, digital diaries, pagers, cameras, audio/video cassettes, compact discs , MP3's, floppies, lap tops, palm tops or portable music players.
- Sealed envelopes or packages
- Cigarettes / cigars / match boxes / lighters
- Any sharp object such as a pair of scissors, pen knives or nail filers

## **VFS OFFICE ADDRESSES ARE LISTED BELOW:**

### **Mumbai**

Tirupati Apartments  
Basement 3A  
Bhulabhai Desai Road  
Opposite Mahalaxmi Temple  
Mumbai – 400 026

### **Ahmedabad**

Shri Ambica Mills  
Gujarat Chambers Building  
Ashram Road  
Ahmedabad – 380 009

**Pune**

106 Sohrab Hall  
1<sup>st</sup> Floor, Sasson Road  
Behind Pune Station Junction  
Pune – 411 001

**Kolkata**

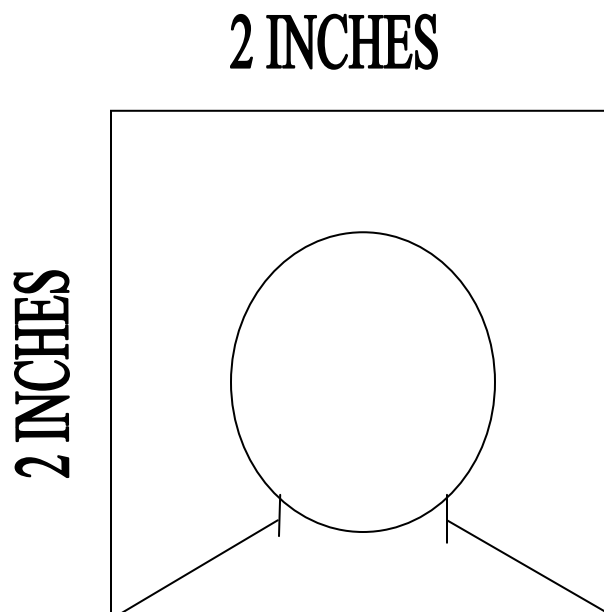
Om Towers, 4<sup>TH</sup> Floor,  
32 Chowringhee Road,  
Next to Park Street Metro,  
Kolkata – 700 071



## PHOTO INSTRUCTIONS FOR IMMIGRANT VISAS

From July 12, 2004, we are going to issue machine-readable visa (MRV) for immigrant visa applicants. You are requested to submit three photographs and make sure that the photograph comply with the following specifications for all applicants:

- The photograph must be an unmounted full-face photo taken within the last six months. The photograph must be full front view, taken facing the camera – no side or angled views are acceptable.
- The photograph should measure 2 inches square (roughly 50 mm square) with the head centered in the frame. The head (measured from the top of the hair to the bottom of the chin) should measure between 1 inch to 1 3/8 inches (28 mm and 35 mm) from the bottom of the photo.
- The photograph may either be in color or black and white, but must have only a plain white background. Photos with colored, dark or patterned backgrounds will not be accepted. Photos should be printed without borders.
- For persons wearing glasses, there must be no reflection around the eyes; photos with reflections will not be accepted. Head coverings are acceptable only due to religious beliefs and then only when the applicant's face is completely exposed. Photographs of applicants wearing tribal and other headgear not specifically religious in nature are not acceptable. Also photographs of military, airline and other personnel in uniforms are not acceptable.





## PASSPORT POLICE CERTIFICATES

All Indian IV applicants aged 16 and over, residing in India, should obtain police certificates from the local Passport Office. These are usually more dependable than those obtained at a local level and indicate that the subject had no serious criminal convictions on the record at the time of passport issuance.

Applicants whose Indian passport was issued within the past six months may present just the Passport Office Police Certificate, and need not obtain additional police clearances.

Indian passport holders applying for visas outside India should obtain a statement from their local embassy or consulate confirming they have no criminal record.

Non-Indian IV applicants residing in India should obtain police certificates from the District Police Station serving their area of residence.

Indian police certificates are not available for foreign (non-Indian) applicants applying outside India.

**NOTE: Each applicant will need to bring the Interview letter provided by the National Visa Center in order to request the Passport Office Police Certificate from the Passport Office.**